



**DEPARTMENT OF THE NAVY**

NAVAL TRAINING CENTER  
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GREAT LAKES, ILLINOIS 60088-2845

NTCGLAKESINST 6100.1A  
07 Dec 00

NTC GREAT LAKES (COMPLEX<sup>2</sup>) INSTRUCTION 6100.1A

From: Commander, Naval Training Center, Great Lakes

Subj: HEALTH PROMOTION PROGRAM

Ref: (a) DODINST 1010.10  
(b) SECNAVINST 6100.5  
(c) OPNAVINST 6100.2  
(d) BUMEDINST 6100.13  
(e) OPNAVINST 6110.1F  
(f) CNO Washington DC 291936Z Apr 93  
(g) OCPMINST 12792.4  
(h) SECNAVNOTE 5300

1. Purpose. To implement a Health Promotion Program for all activities aboard the Naval Training Center Great Lakes (NTC).

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2. Cancellation. NTCGLAKESINST 6100.1.

3. Background. The goal of the Health Promotion Program is to improve and maintain the highest levels of unit readiness by identifying and minimizing health risks. NTC will strive to achieve this goal through a customer-focused, scientifically based, comprehensive Health Promotion Program available to all personnel. The program is a multifaceted compilation of organizational, social, educational, and health care interventions designed to improve and or protect health. Per references (a) through (d), half of all deaths and illnesses in the United States relate directly to unhealthy lifestyle habits: primarily smoking, poor nutrition, lack of exercise, alcohol abuse and unmanaged stress.

4. Policy. Improve and protect the health of all personnel aboard NTC Complex by creating a health-conscious environment base-wide and provide each member with opportunities to assess, improve, and become better educated about their own lifestyle and personal health maintenance.

5. Action

a. Commander, NTC shall:

(1) Appoint, in writing, a Health Promotion Program Officer and a Health Promotion Ad Hoc Advisor.

(2) Establish a multidisciplinary Health Promotion Council.

(a) The Council shall meet quarterly and, at minimum, consist of a representative from Recruit Training Command, Service School Command, Naval Dental Center, Public Works Center, Hospital Corps School, the Health Promotion Program Officer, Health Promotion Ad Hoc Advisor, NTC Command Fitness Coordinator, NTC Safety, the NTC Chaplain, the Human Resources Director, the MWR Officer, the Family Service Center Director, the NTC Public Affairs Officer, the Navy Exchange General Manager, the American Red Cross and the following additional representatives from the Naval Hospital: Dietitian, Occupational Health Nurse, Department of Psychosocial Services, Drug and Alcohol Program Advisor, Physical Therapy and the three Branch Clinics. (In addition, other tenant commands are welcome to attend.)

(b) The Health Promotion Council shall ensure a comprehensive Health Promotion Program is established to integrate all aspects of health and wellness to include, but not necessarily be limited to, the following elements:

1 Substance Abuse

a tobacco cessation

b alcohol abuse prevention and control

c drug abuse prevention and control

2 Physical Fitness

a exercise (aerobic, strength, endurance, and flexibility)

- b sports (team competitions, runs, individual team sports, etc.)

- c command physical readiness

- 3 Nutrition

- a education and counseling

- b weight/body fat control

- c cholesterol control

- 4 Emotional Health

- a stress management

- b suicide awareness and intervention

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- c conflict management (violence in the workplace, domestic violence)

- d spiritual wellness

- e dependency awareness

- f eating disorders

- g relationships and sexual responsibility

- 5 Disease Prevention

- a screening

- b education and control

- c immunization

- d sexual health

- 6 Safety

- a on-the-job injury prevention

- b sports injury prevention
- c recreational injury prevention
- d use of personal protective equipment
- e defensive driving

7 Self Care

- a back injury prevention
  - b oral health
  - c self exams
  - d health risk appraisal/assessment
  - e parenting
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(3) Encourage all NTC personnel to pursue a high level of personal fitness. Military personnel are expected to stay within physical readiness standards as delineated in references (e) and (f). Military members assigned to NTC are authorized a minimum of three hours per week, exclusive of lunch periods, to pursue an optimal level of fitness through a progressive personal exercise program involving aerobic and strength conditioning, as well as flexibility exercises. Scheduling will be at the discretion of the individual Commanding Officers/Officers in Charge. NTC civil service personnel, both appropriated fund and non-appropriated fund full-time employees, are also encouraged to pursue an optimal level of physical fitness.

b. Health Promotion Program Officer shall:

(1) Be a staff member assigned to the Naval Hospital, Great Lakes.

(2) Coordinate a comprehensive, systematic approach to health promotion through state-of-the-art, need-based health promotion initiatives developed through ongoing interactions with Health Promotion Council members.

(3) Act as a liaison and/or facilitator for NTC Complex personnel, as well as other health agencies and community resources, for issues related to the health of NTC personnel.

(4) Serve as the Chair of the NTC Health Promotion Council.

c. Health Promotion Ad Hoc Advisor shall:

(1) Be a staff member assigned to the Naval Hospital, Great Lakes.

(2) Provide professional assistance in developing health promotion and risk reduction interventions targeted to minimize morbidity, decrease disability, and reduce mortality due to identified specific disease or injury risk in their employees.

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d. Health Promotion Council members shall:

(1) Attend or send an alternate to the quarterly Health Promotion Council meetings and those called by the chairman.

(2) Serve as liaisons between their commands and the Health Promotion Council for ongoing, two-way communication concerning the health promotion activities conducted at NTC.

(3) Actively participate in developing, executing, and assessing health promotion initiatives conducted at NTC Complex.

e. Commanding Officers and OIC's shall:

(1) Implement a Health Promotion Program following guidance in reference (c).

(2) Appoint, in writing, a representative and an alternate for the Health Promotion Council. Each representative should be a committed, health-oriented individual.

(3) Ensure employees are allowed to participate in personal conditioning programs at a level commensurate with workload and staffing requirements.

(4) Review and approve Physical Fitness Programs, including type of activity, for appropriated fund civil service employees prior to initiating personal physical conditioning programs (reference (g)).

(5) On a rotating basis, conduct a health promotion special event for NTC and its underlying commands. At the quarterly Health Promotion Council meeting, commands will be assigned a health promotion theme for their event, which will be in accordance with the nationally recognized health promotion themes.

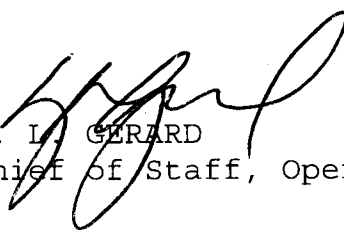
(a) Commands will be responsible for all aspects of the event to include planning, coordinating, marketing, implementing and evaluating the event.

(b) Commands will submit, both orally and in writing, to the Health Promotion Council, a brief synopsis of ~~the event to include name, description, date, time, location,~~ number of people participating (including eligibility categories, gender, and age), as well as lessons learned. This report is due at the quarterly Health Promotion Council meeting following the event.

(c) Commands will seek guidance from the Health Promotion Program Officer, as needed.

(6) Conduct annual training for command members on the subject of HIV/AIDS as delineated in reference (h).

6. All personnel are ultimately responsible for their own lifestyle choices and physical fitness. All personnel shall be familiar with the policies of this directive.

  
G. L. GERARD  
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Distribution:

NTCGLAKESINST 5216.5M

List I, II (Case A), III-A, B, C, VI, IX